

SELLING PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Thursday 21st April, 2022 at 19:00 hours at Selling Village Hall

Present: Cllr Andrew Bowles (Chairman), Cllr Kevin Hobson, Cllr Sue Henderson, Cllr Andy Day, Cllr Amanda Saunders, Cllr David Woollett, Ward Cllr Tim Valentine, Wendy Gregory (Clerk).

04.22.01 Welcome and apologies for absence

The Chairman welcomed everyone. Apologies were received from Cllr Tony Kitchen due to a holiday and from County Councillor Rich Lehmann due to a holiday and from Ward Cllr Alastair Gould due to testing positive to a Covid-19 test.

04.22.02 Declarations of interests and dispensations

Cllrs had no interests to declare.

04.22.03 Items to be taken in a private session

No items were required to be taken in private session.

04.22.04 Confirmation of the Ordinary Minutes of the last Meeting

It was proposed by Cllr Saunders to add under item 03.22.01 wording 'it was proposed and seconded that' and wording 'and will be paid at the next meeting' on the resolution for item 03.22.07 b. Subject to these amendments, the Minutes of 17th March 2022 Ordinary Parish Council meeting were agreed as a true record. Proposed by Cllr Woollett and seconded by Cllr Saunders.

Resolved: The Minutes of the Ordinary Parish Council meeting held on 17th March 2022 were approved.

04.22.05 Clerk's Report

All three defibrillators have been registered with 'The Circuit' the new British Heart Foundation website. Invitations have been sent out for reports for the Annual Parish meeting. The accounts are ready for the internal audit that will take place next week.

Resolved: The Clerk's report was received.

04.22.06 Open Forum

Ward Cllr Valentine spoke about the £150 rebate from Central Government and how Swale Borough Council is distributing the rebates for premises on bands 'A to D'. Cllr Valentine suggested that Sheldwich Parish Council may wish to include yellow lines at the bridge on their TRO to make it easier to have parked advertising vehicles removed.

04.22.07 Financial matters

a) Bank account balances and reconciliation for February 2022

Current Account

Opening Balance as at the last meeting	£8,838.56
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Plus Receipts	
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Less Payments	£1,119.85
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Closing Balance	£7,718.71
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Reserve Account

Opening Balance as at the last meeting	£15,218.35
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Plus interest payments	.13
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Plus transfer from the Current account	£0
Closing Balance	£15,218.47
Less cheques not yet cashed	£ 1,023.60
Total monies as of 28 February 2022	£21,913.58

Bank account balances and reconciliation for March 2022

Current Account

Opening Balance as at the last meeting	£7,718.71
Plus Receipts	
Less Payments	£733.71
Closing Balance	£6,985.00

Reserve Account

Opening Balance as at the last meeting	£15,218.47
Plus interest payments	.13
Plus transfer from the Current account	£0
Closing Balance	£15,218.60

Less cheques not yet cashed	£ 1,023.60
Total monies as of 31st March 2022	£21,180.00

Resolved: The bank account balances and reconciliations were approved and the bank statements signed by Cllr Hobson.

- a ii) The approval of the annual bank account balances and reconciliation is deferred to the next Ordinary Parish Council meeting.

b) Cheques to be signed

- i) Clerk's expenses for February '22 £102.10
- ii) Selling Village Hall (Outreach PO) £150.00
- iii) ICO (Data Protection Fee) £40.00

Resolved: The cheques were signed

c) Accounts for payment

- i) Clerk's back pay already agreed and expenses for March, 22 £323.25
- ii) VisionICT replacement cheque for 1410 £21.60
- iii) Sue Henderson for Platinum Jubilee seeds £161.71
- iv) UKPN for the removal of the concrete light £1,197.60
- v) Zurich insurance (awaiting a revised price)
- vi) KALC and NALC membership £389.26
- vii) Selling Village Hall for Outreach PO £165.00

Resolved: The above invoices were approved for payment.

d) Annual Incremental pay increase for the Clerk in line with the terms of contract under the National Joint Council for Local Government Services (NJC)

It was proposed by Cllr Hobson, seconded by Cllr Woollett that the annual incremental pay increase be approved and was agreed by all.

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Resolved: The annual incremental pay increase from SP21 to SPC22 is approved.

e) Certificate of Exemption

It was proposed by Cllr Woollett and seconded by Cllr Saunders and agreed by all that the 'Certificate of Exemption' be submitted.

Resolved: The 'Certificate of Exemption' was signed by the Chairman.

f) New Energy Contract

i) To resolve to enter into a contract with SSE Energy

Resolved: To enter into a contract with SSE Energy

ii) To determine the term of the contract.

Cllr Woollett proposed that the council accept the 3-year contract, seconded by Cllr Hobson and agreed by all

Resolved: The 3-year contract is agreed.

04.22.08 Planning Applications

22/501091/FULL 1 Sutton Cottages. Erection of a 2-storey side extension

Resolved: There were no objections to this application

22/501098/FULL Trafalgar House Vicarage Lane. Replacement of storage tank

Resolved: The deadline for comments had passed and no extension granted

22/501681/FULL The Coppers, replacement of fence from open post to closed

Resolved: There were no objections to this application

04.22.09 Matters concerning Highways and/or the Highways Improvement Plan

i) **To receive an update on flooded roads.**

Cllr Day gave a summary of actions so far but no further updates.

Resolved: An update will be requested for the Annual Parish Meeting

ii) **To receive the results from the traffic consultation.**

Cllr Hobson collated the results of the traffic consultation and circulated to councillors in a written report and gave a verbal update on the findings. The Chairman thanked Cllr Hobson and said that it was a very good report and useful background information for work going forward.

Resolved: The report was received.

iii) **To resolve the matter of the Traffic Regulation Order.**

It was proposed, that the Traffic Regulation Order is applied for, by Cllr Hobson, seconded by Cllr Day and agreed by all.

Resolved: The application for the Traffic Regulation Order is approved.

iv) **To resolve the matter of a Community Speedwatch Scheme.**

It was proposed that the Community Speedwatch Scheme be progressed by Cllr Hobson, seconded by Cllr Bowles and agreed by all

Resolved: The Community Speedwatch Scheme will be set-up.

v) **To resolve whether to pursue a request for the parish council to be consulted on road closures in Selling.**

Cllr Bowles proposed that this matter is referred to the County Councillor, the Cabinet Member for KCC Highways and the Member of Parliament and ask if there is any chance of having more consultation on road closures, agreed by all.

Resolved: The requests will be made.

vi) **To resolve next steps to have the advertising vehicles that are sited on both road and pavement on the bridge over the M2, removed.**

Resolved: Cllr Hobson will draft a response to the comments received from the PCSO prior to the meeting and send to the clerk to be sent on behalf of the parish council. The correspondence to be copied into the Police and Crime Commissioner. The Parish Council will also liaise with Sheldwich Parish Council and the Cabinet Member for KCC Highways and County Cllr Rich Lehmann.

04.22.10 Annual Parish Meeting

Resolved: The format of the meeting is to follow the same as last year with the addition of the guest speaker after 'questions from the parish electors'.

04.22.11 Village emergency planning

Cllr Bowles gave a brief overview of village emergency plans

Resolved: To contact the Kent Resilience Forum and Emergency Planning at Swale to find out when the next course will be run.

04.22.12 To commemorate the Queen's Platinum Jubilee

i) **To receive an update about the distribution of the packs of seeds**

Resolved: Seed packs have all been distributed

ii) **Application for a grant from the Village Hall Committee for a clock at £60 with a plaque.**

It was proposed by Cllr Saunders and seconded by Cllr Bowles that the grant of £60 be made for the clock and that additional monies be available for the plaque. A vote took place, 5 votes were in favour and 1 abstention.

Resolved: The grant is approved and invoice is requested for the cost of the clock and the plaque.

iii) **Application for a grant of £270.85 for the hire of a van for Selling Church and Selling School's fete.** It was proposed by Cllr Bowles and seconded by Cllr Woollett that the grant is given under the funds made available under the monies allocated for the Queens's Platinum Jubilee celebration. A vote took place and 5 votes were in favour and 1 against.

Resolved: The grant is approved.

*The Chairman asked councillors if they were happy to extend the time permitted to resolve the items of the agenda. A vote took place, 5 votes were in favour, 1 against. **The meeting continued.***

04.22.13 Defibrillators

i) **To receive an update on the installation of the defibrillator at The Sondes**

Resolved: The defibrillator is installed


ii) **To adopt the defibrillator policy and maintenance procedures paper**

Cllr Hobson circulated a written paper and then presented the defibrillator policy and maintenance procedures paper. It was proposed by Cllr Saunders and seconded by Cllr Bowles that the defibrillator policy and maintenance procedures is adopted and agreed by all.

Resolved: The defibrillator policy and maintenance procedures document is adopted.

iii) **To resolve a formal legal and binding contract that lays down all the requirements the parish council would need to establish, agree upon and publish regarding the matter of responsibility for the maintenance and management of the defibrillators.**




~~Resolved:~~ This item will not be discussed until the complaint, received by the chairman, is resolved.

04.22.14 Matters raised for information purposes only from portfolio holders and adopted schemes

- i) **Highways** – No further report.
- ii) **Law and Order** – Cllr Day summarised the report circulated by the PCSO.
- iii) **Perry Wood** – No report.
- iv) **Public Rights of Way** – No report.
- v) **Mid-Kent Downs** – No report.
- vi) **Village Hall Committee** – No report.
- vii) **KALC/SAC** – Cllr Saunders reported that the next meeting is in May.
- viii) **Church Building Trust** – Cllr Bowles advised that the membership of the Trust has been expanded by 1 member and the vacancy has been advertised.
- ix) **Selling School** – Cllr Hobson reported that the Bishop of Dover spent the day at the school to celebrate the school's 150th anniversary.

04.22.15 Correspondence

Cllr Bowles advised that papers have been removed from the notice board at Hogben's Hill on 3 separate occasions. The owner of the notice board has been made aware of this and has agreed to keep an eye on the board and that if this happens again the locks will be changed and new keys given to the Clerk and the Chairman. Anyone with keys is asked to return them to the owner.

04.22.16 Items to be placed on the next Agenda

Potholes on the verges and not the highway. Any other items to be considered should be emailed to: clerk@sellingparishcouncil.gov.uk no later than Tuesday, 10th May 2022

04.22.17 The date of the next Ordinary Parish Council meeting will take place on **Thursday, 19th May, 2022** at 19:00 at Selling Village Hall.

The meeting closed at 21.27 hours

Signed.....

Date19 May 2022